## INSTITUTION

<table>
<thead>
<tr>
<th>Name</th>
<th>ENSEIRB-MATMECA - BORDEAUX INP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erasmus Code</td>
<td>F BORDEAUX54</td>
</tr>
<tr>
<td>PIC</td>
<td>991798035</td>
</tr>
<tr>
<td>Website</td>
<td>enseirb-matmeca.bordeaux-inp.fr</td>
</tr>
</tbody>
</table>

## INTERNATIONAL RELATIONS OFFICE

| Address                     | ENSEIRB-MATMECA – International Relations Office  
|                             | 1 avenue du Dr. Albert Schweitzer - B.P. 99  
|                             | 33402 Talence Cedex               
|                             | FRANCE                           |
| Director                    | Dr. François Rivet: dir_sri@enseirb-matmeca.fr |
| Incoming students           | Mrs. Flavie Dupouy: iro@enseirb-matmeca.fr / +33 5 56 84 23 65 |
| Outgoing students           | M. Alexis Tardif: iro@enseirb-matmeca.fr / +33 5 56 84 23 32 |
| Website                     | https://enseirb-matmeca.bordeaux-inp.fr/fr/international-venir |

## NOMINATION AND APPLICATION PROCEDURE

### Academic Calendar 2020-2021

- **1st semester**  
  (fall & full year)  
  - September to January

- **2nd semester**  
  (spring)  
  - January to June

### Nomination deadline  
(by home institution)

- **1 May**  
- **15 October**

Nomination by home institution by email at: dir_sri@enseirb-matmeca.fr with full name, email address, field & year of study of the student. Nominated students will receive an email with information about registration and application, together with the online application link.

### Application deadline  
(by student)

- **15 May**  
- **30 October**

Online application has to be filled via this website (available in French & English)

### Application Documents  
(provided by the student)

- Academic transcript of records
- Resume
- Cover letter
- Proof of language proficiency (French B1 recommended)
- Learning Agreement
- Letter of Acceptance by home institution (or e-nomination)
- ID or Passport

### Acceptance

The International Relations Office will send by email a "Letter of Acceptance" to the student within 4 weeks after online application deadline.
# ACADEMIC INFORMATION FOR STUDIES

| Courses Catalogue | http://www.enseirb-matmeca.fr/syllabus/  
| Engineer in Electronics  
| Engineer in Computer Sciences  
| Engineer in Telecommunications  
| Engineer in Mathematics and Mechanics  
| Students must choose courses within the same Department & semester. |

| International Department Coordinator | Students can contact their International Department Coordinator to agree on the selected courses before applying online:  
| Electronics: resp_sri_elec@enseirb-matmeca.fr  
| Computer sciences: resp_sri_info@enseirb-matmeca.fr  
| Telecommunications: resp_sri_telecom@enseirb-matmeca.fr  
| Mathematics & Mechanics: resp_sri_mmk@enseirb-matmeca.fr |

| Short explanation | Maximum 30 ECTS per semester  
| “First year” = 3rd year of Bachelor = semesters 5 & 6  
| “Second year” = 1st year of Master = semesters 7 & 8  
| “Third year” = 2nd year of Master = semesters 9 & 10 |

| Language requirements | All our courses are mainly taught in **French**, only a few courses in 3rd year are taught in English. Recommended French level is **B1**, but not compulsory. Exchange students are required to take a language test in French upon arrival. Free French courses (FLE – “Français Langue Etrangère”) are offered in both semesters, twice a week, for those whose level is insufficient. |

---

# INFORMATION FOR INTERNSHIPS  
*(no internships allowed with our partnering companies)*

| Duration | - Minimum: 1 week  
| Maximum: 6 months |

| Application Procedure | 1. Students apply directly to one of our 4 associated laboratories IMS, Labri, IMB, I2M by sending by email the following information:  
| Research Center  
| Topic/subject  
| Dates & duration (our School is closed in August)  
| Resume in English  
| Copy of passport (bio page)  
| 2. Once accepted by the laboratory, please send the Learning Agreement for Traineeships at dir_sri@enseirb-matmeca.fr.  
| 3. Our International Relations Office will assist students with the registration procedure at ENSEIRB-MATMeca. |

More information.
### PRACTICAL INFORMATION FOR EXCHANGE STUDENTS

#### Accommodation

Students are strongly advised to book accommodation in advance. Options:

- **Room in a CROUS dormitory in a student residence:**
  - CROUS has a very limited number of rooms. We cannot guarantee a room.
  - Students coming for 1 semester have to apply via: https://trouverunlogement.lescrous.fr/ (no deadline)
  - Students coming for at least 2 semesters have to apply for an International Student Accommodation Form (DSE) before 15 May via: https://www.messervices.etudiant.gouv.fr/envole/
- **Room (or flat) in a student residence via private agencies:**
  - Recommended agencies: All Suites, Suite'Etudes, Campusea, Stud'Otel, Studi'O.
  - Room in a flat share with other people:
  - https://www.lacartedescolocs.fr/colocations/nouvelle-aquitaine/bordeaux
  - https://www.leboncoin.fr/colocations/offres/aquitaine/

For assistance with housing, please contact our Accommodation Information Department at: info_logement@enseirb-matmeca.fr

#### Insurances & fees

- **Social Security (health insurance):**
  - The student will not be required to pay social security contributions. He/She will need to register on the dedicated website for students in order to be covered for his/her medical expenses, except if he/she has a European health insurance card.
  - More information about French social security.
- **Civil Liability (damages insurance):**
  - Students are required to subscribe a Civil Liability insurance to be covered for damages when enrolling at our School. Possible to purchase it in France upon arrival (18€ per year).
  - **Contribution Vie Etudiante et de Campus (CVEC):**
    - As an international exchange student, students do not have to pay it. For double-degree exchange, students may pay tuition fees (601 € + CVEC 92 €) during their second year at ENSEIRB-MATMECA, depending on the agreement signed between both institutions.

#### Visa

- European students do not need a visa or “titre de séjour”.
- Non-European students need to follow visa procedure. More information.

#### International Students Support

Our student association “CluBee” welcomes international students to make their stay in Bordeaux enjoyable. They make sure to fully integrate incoming students: they provide administrative support and organize a trip to a European city every year. Upon request when applying, CluBee can pick up students from the airport/railway station (upon availability) to their accommodation. clubee@enseirb-matmeca.fr